

**DEVELOPMENT REVIEW COMMITTEE  
MEETING MINUTES  
November 3, 2004**

DRC Members present: David McDevitt, Development Services Director  
Tony Park, Public Works Director  
Cherie Bryant, TLCPD Land Use Planning Division Manager

Meeting called to order by David McDevitt at 10:05am.

**Tower Creek Subdivision (fka River Oaks) Type "C" Site and Development Plan:**

Joan Schairer, Senior Planner, gave an overview of the proposed subdivision. The proposal is for a 154 lot private residential subdivision located on a 41.85 acre site on the south side of Tower Road, west and adjacent to the CSX Railroad right-of-way. The density for the proposed subdivision is 3.679 dwelling units per acre and will consist of single-family, detached dwelling units. Electricity, water and sewer will be provided by Talquin Electric Cooperative, Inc.

Growth and Environmental Management staff recommends to the Board of County Commissioners (BCC) approval of the Tower Creek Subdivision with the following conditions:

1. The Development Review Committee must determine whether to recommend to the BCC the request to reduce the required 7.5 feet side yard setback to 5 feet as requested in the agent's deviation request.
2. Modify the site plan to remove the wording "preliminary" site plan and replace the wording with "site and development plan" on Sheet 4 of 7.
3. Modify the site plan to include a stop sign at Woodland Circle and Pinebarren Road.
4. At time of environmental permitting, satisfy all required conditions as requested in the October 20, 2004, memorandum from Environmental Compliance regarding the Environmental Impact Analysis (EIA). Those conditions are:
  - a. Provide a signed copy of the gopher tortoise relocation agreement, with related exhibits.
  - b. Provide the test results for Upper Respiratory Tract Disease (URTD) on all gopher tortoises. The test results must be acceptable to the Northwest Florida Water Management District. If there are any URTD-positive tortoises, an on-site preservation habitat must be prepared as proposed in the September 2, 2004 gopher tortoise management plan. This habitat will need to be shown on the final site plan and lot re-configuration will be required.
  - c. Due to the approaching cold winter weather, the temporary on-site protection measures must be addressed and shown in the final site plan to prevent construction disturbance until the gopher tortoises can be relocated in the next season.
  - d. The submitted mounding analysis must fully comply with the recovery requirements of Sec. 10-208(16), Land Development Code. In addition to the water quality treatment volume, the recovery analysis must demonstrate that the whole pond volume can be recovered within 30 days for all the ponds. Sand filters may be required and lot layout revisions will be required due to the design change.
  - e. Explain how the horizontal saturated hydraulic conductivity (Kh) was determined in the mounding analysis. Explain whether an adequate safety factor is considered in the Kh.

- f. The mounding analysis must be revised to exclude the horizontal conductivity (Kh) for the filled berm sections of the ponds. Otherwise, it will become a sand filter pond.
  - g. A signed and sealed engineering report will be required at the time of environmental permit application. The report shall be a complete update and include the cumulus revisions throughout the EIA review process.
- 5. At time of environmental permitting, the applicant will need to demonstrate compliance with the County's reforestation requirements (i.e., 40 trees per acre of development area).
- 6. The proposed declaration of covenants, conditions, and restrictions must address the maintenance and enforcement of required landscaping within individual lots as mentioned in Note 11 on Sheet 4 of 7.
- 7. Modify the site plan to include a drainage easement or conservation easement over the 100 year floodplain on the site plan (no tree planting is allowed within this area).
- 8. Modify Sheet 4 of 7 on the site plan to reflect the correct 15 feet corner side yard setback.
- 9. Modify Sheet 4 of 7 to correct the Type "D" buffer width from 25 feet to 30 feet and to change the type "B" buffer to a 30 feet Type "D" buffer at the southwest corner of Block "C", Lot 6.
- 10. Modify the site plan to include a note that all subdivision signage meets the requirements of Article XIII, Leon County Land Development Code.

George Su, Senior Environmental Engineer, reviewed and explained condition 4 listed above, but added no additional conditions, and Cherie Bryant stated the Planning Department staff recommends approval with no additional conditions. Tony Park of Public Works stated that he would like the entranceway to be corrected so that the curb is raised up even with the asphalt to produce a more uniform look to the roadway.

David McDevitt shared a concern that the subdivision is being proposed as private, not public. Ms. Shairer stated this was due to a proposed 10 foot wide stormwater management facility maintenance easement, versus the 20 foot wide easement that would be required by Public Works if the subdivision was proposed as public. Also questioned was the condition of the railroad crossing on Tower Road and the possibility of signalization at Tower Road and Capital Circle. Tony Park stated that the Public Works Department is currently addressing the condition of the rough railroad crossing on Tower Road, and that the Florida Department of Transportation would be responsible for any signalization at Capital Circle based on completion of a warrant study.

To address the applicant's deviation from development standards request, Cherie Bryant made a motion to allow the deviation request of a 5 foot side yard setback versus the required 7.5 foot setback. Tony Park seconded the motion. All were in favor and motion passed.

Cherie Bryant then made a motion to recommend to the BCC approval of the Tower Creek Type "C" site and development plan with applicant consideration of the preferred design alternative that the subdivision be developed as public instead of private, and the following conditions:

- 1. Modify the site plan to remove the wording "preliminary" site plan and replace the wording with "site and development plan" on Sheet 4 of 7.
- 2. Modify the site plan to include a stop sign at Woodland Circle and Pinebarren Road.
- 3. At time of environmental permitting, satisfy all required conditions as requested in the October 20, 2004, memorandum from Environmental Compliance regarding the Environmental Impact Analysis (EIA). Those conditions are:

- a. Provide a signed copy of the gopher tortoise relocation agreement, with related exhibits.
  - b. Provide the test results for Upper Respiratory Tract Disease (URTD) on all gopher tortoises. The test results must be acceptable to the Northwest Florida Water Management District. If there are any URTD-positive tortoises, an on-site preservation habitat must be prepared as proposed in the September 2, 2004 gopher tortoise management plan. This habitat will need to be shown on the final site plan and lot re-configuration will be required.
  - c. Due to the approaching cold winter weather, the temporary on-site protection measures must be addressed and shown in the final site plan to prevent construction disturbance until the gopher tortoises can be relocated in the next season.
  - d. The submitted mounding analysis must fully comply with the recovery requirements of Sec. 10-208(16), Land Development Code. In addition to the water quality treatment volume, the recovery analysis must demonstrate that the whole pond volume can be recovered within 30 days for all the ponds. Sand filters may be required and lot layout revisions will be required due to the design change.
  - e. Explain how the horizontal saturated hydraulic conductivity (Kh) was determined in the mounding analysis. Explain whether an adequate safety factor is considered in the Kh.
  - f. The mounding analysis must be revised to exclude the horizontal conductivity (Kh) for the filled berm sections of the ponds. Otherwise, it will become a sand filter pond.
  - g. A signed and sealed engineering report will be required at the time of environmental permit application. The report shall be a complete update and include the cumulative revisions throughout the EIA review process.
4. At time of environmental permitting, the applicant will need to demonstrate compliance with the County's reforestation requirements (i.e., 40 trees per acre of development area).
  5. The proposed declaration of covenants, conditions, and restrictions must address the maintenance and enforcement of required landscaping within individual lots as mentioned in Note 11 on Sheet 4 of 7.
  6. Modify the site plan to include a drainage easement or conservation easement over the 100 year floodplain on the site plan (no tree planting is allowed within this area).
  7. Modify Sheet 4 of 7 on the site plan to reflect the correct 15 feet corner side yard setback.
  8. Modify Sheet 4 of 7 to correct the Type "D" buffer width from 25 feet to 30 feet and to change the type "B" buffer to a 30 feet Type "D" buffer at the southwest corner of Block "C", Lot 6.
  9. Modify the site plan to include a note that all subdivision signage meets the requirements of Article XIII, Leon County Land Development Code.

Tony Park seconded the motion. All were in favor and motion passed. It was noted that seven copies of the revised site plan, as well as an 8.5" x 11" reduced size site plan, must be submitted to Growth and Environmental Management by November 10, 2004, in order to be placed on the BCC's November 30, 2004 agenda.

Meeting adjourned at 10:35am.